



**WEARE BOARD OF FIRE WARDS
MEETING MINUTES
Monday, October 18, 2010
Final Copy**

PRESENT: Jon Osborne, Chairman; Frederick W. Hippler, Vice Chairman; Dave Hewey, Scott Dinsmore, Bill Tiffany, Sheila Savaria, Recording Secretary

GUESTS: Vicki Steiger, Nick Manolis

I. CALL TO ORDER:

Jon Osborne called the meeting to order at 6:33 at the Safety Complex.

II. ADMINISTRATIVE ITEMS:

Nick Manolis and Vicki Steiger from Primex met with the Board of Fire Wards to discuss what they are looking for in the next Chief, as well as challenges a new Chief will face starting out. By December 31, their goal is to create an updated job description, an ad to recruit, and to provide the board with recruiting resources.

The board said they would like their next Chief to be a strong disciplinarian, have the ability to delegate, and have personnel and management experience. Also, they should live relatively close to town and have a good report with town officials. This person should have patience, a lot of drive, good leadership skills, and the ability to manage everyday operations of the department. Also, this person should have a willingness to run the department and give it structure, as well as the desire to take it forward and improve it. The board feels the next Chief should be up to date on all requirements, as well as Firefighter and EMS tactics and strategies. The board does not want an individual who is a pushover, or who doesn't care about what goes on in the department, nor do they want someone who is over qualified or under qualified. Problems the new Chief will face with this department include budget and personnel issues.

Ms. Steiger and Mr. Manolis from Primex will take the information from tonight's meeting, as well as the current job description, and come up with an advertisement by the end of November. They will also suggest several different locations to list the ad, and costs associated with that.

The board discussed that in the first 6 months, it is likely that the Chief will have to work approximately 25-30 hours to get the department where it needs to be, and after that it should be less. Also discussed, was the issue of uniforms, training seminars, the town car, and salary.

III. ADJOURNMENT:

Scott Dinsmore moved to adjourn at 7:21 pm; Frederick Hippler seconded, all voted in favor.

Respectfully submitted,

Sheila Savaria
Recording Secretary